

Garage Sale Tutorial

The recommended browser is Internet Explorer.



Access Garage Sale application form using the Development Services Department home page banner-BuildSA icon (shown).

Note: Additional options on the next page.

CITY OF
SAN ANTONIO

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DEVELOPMENT SERVICES HOME

[Go Home](#) > Development Services Home

DEVELOPMENT SERVICES HOME

- ABOUT >
- BOARDS AND COMMISSIONS >
- BUILDOSA PROJECT
- BUSINESS OWNERS >
- CONSTRUCTING IN SAN ANTONIO >
- CONTRACTOR REGISTRATION & LICENSING
- CODE ENFORCEMENT >
- RESOURCES >
- ONLINE SERVICES >

GARAGE SALE PERMITS

Starting Oct. 1, 2019, customers have access to purchase Garage Sale Permits online using BuildSA!

Connect with the
DEVELOPMENT SERVICES
DEPARTMENT

[SIGN UP](#)

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CONTRACTOR CONNECT

ONLINE SERVICES - QUICK LINKS

- PERMIT INSPECTION STATUS
- INSPECTIONS
- EASY ACCESS
- BuildOSA LOGIN
- ONE-STOP ZONING MAP
- DOCUMENTS ONLINE

UPCOMING

- [Tentative Zoning Cases](#)
- [Tentative BOA Cases](#)
- [Tentative PC Agenda](#)
- [Street Name Change Applications](#)

MICHAEL SHANNON, PE, CBO
DIRECTOR

Michael Shannon was appointed Director of the Development Services Dept. in May 2017...

SA.GOV RELATED SITES

- FIRE MARSHAL
- OFFICE OF HISTORIC PRESERVATION
- STORM WATER
- MORE LINKS...

HELPFUL LINKS

- BEXAR APPRAISAL (BCAD)
- BEXAR COUNTY LAND DATA
- CPS ENERGY
- MORE LINKS...
- OFFICE & LOCATION

Development Services Department City of San Antonio

Like Page 1.1K Likes

YOU CAN JOIN OUR TEAM!

WE'RE HIRING!!!

CITY OF SAN ANTONIO
DEVELOPMENT SERVICES
DEPARTMENT

JOB TITLE	CLOSING
Special Projects Manager (BuildOSA)	09/30/19
Graffiti Program Maintenance Crew Leader	09/30/19
Senior Management Analyst (Fiscal)	09/30/19
Principal Planner (Policy Admin./Habitat Conservation Plan)	09/30/19
Development Services Construction Inspector (Streets)	09/30/19
Senior Engineering Associate	09/30/19
Senior Plans Examiner (Electrical)	09/27/19
Development Services Inspections Supervisor	09/27/19
(Chief Building Inspector - Strike Team Investigations)	
Senior Development Services Inspector (Strike Team)	09/27/19
Senior Development Services Specialist (Plans Review)	09/27/19
Senior Development Services Inspector (Strike Team)	09/27/19
Senior Planner	09/26/19
Planning Coordinator	09/26/19

I AM A...

[Homeowner](#)

I WANT TO KNOW...

[WHAT PERMITS ARE REQUIRED WHEN REMODELING A HOME?](#)

Cliff Morton Development and Business Services Center
1001 South Alamo Street

Scan the QR
Code using
your mobile
device,

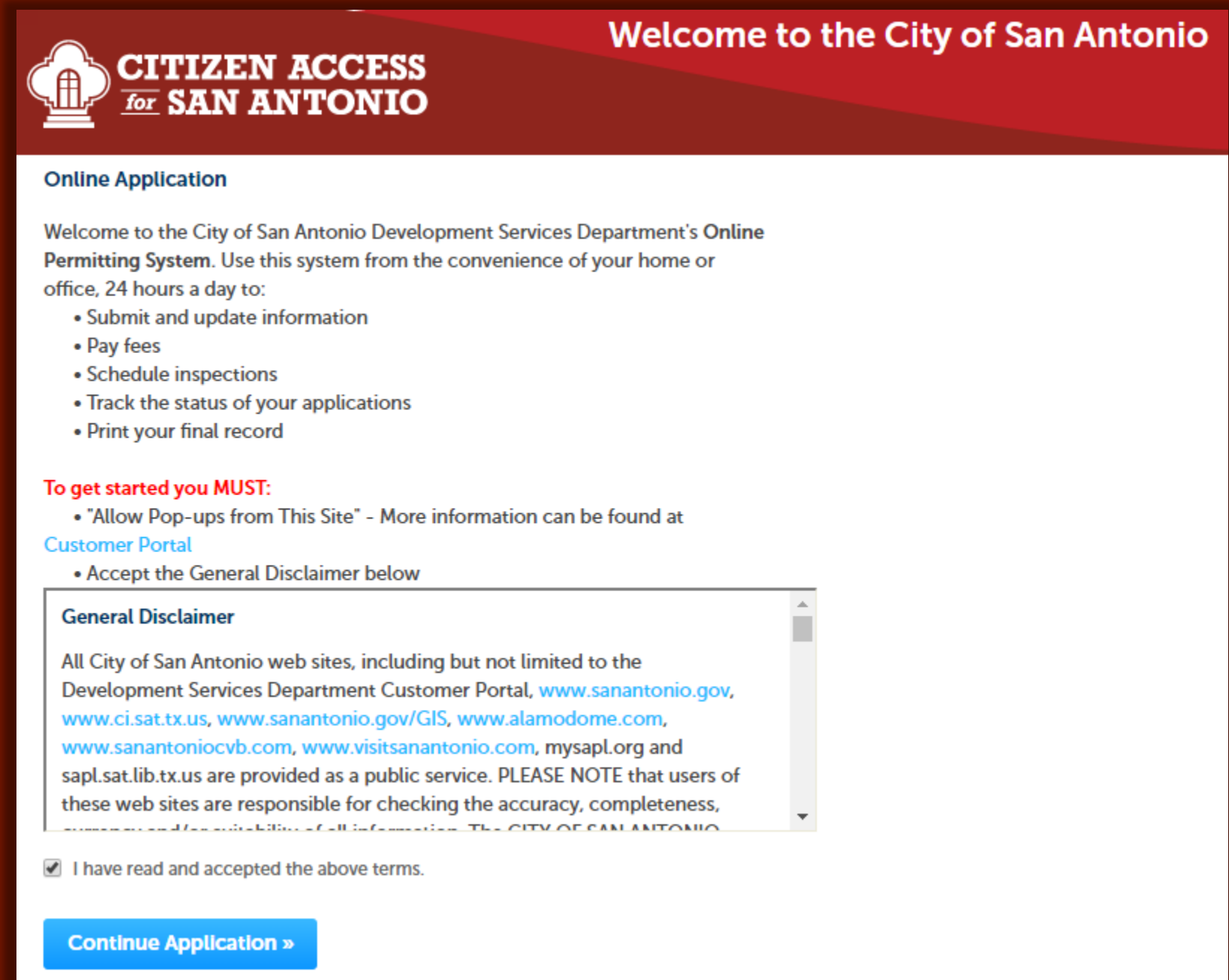


Or click on the
Garage Sale
Application
link to go
directly to the
application.

[Garage Sale
Application Link](#)

The Garage Sale Online Application Intake Form displays. The next several slides give information about Garage/Yard Sales followed by step-by-step instructions on completing the Application Intake form.

Note: Garage Sale Permits are available online using Citizen Access Portal. Customers are not required to log in to use this functionality.



The screenshot shows the 'CITIZEN ACCESS for SAN ANTONIO' portal. The header is red with the city logo and the text 'Welcome to the City of San Antonio'. The main content area is white and titled 'Online Application'. It includes a welcome message from the Development Services Department and a list of services available 24/7: submitting and updating information, paying fees, scheduling inspections, tracking application status, and printing records. A red section titled 'To get started you MUST:' lists two requirements: allowing pop-ups and accepting a general disclaimer. The disclaimer is shown in a scrollable box, stating that the City of San Antonio provides various web services as a public service and that users are responsible for verifying information. At the bottom, there is a checked checkbox for 'I have read and accepted the above terms.' and a blue 'Continue Application »' button.

CITIZEN ACCESS
for **SAN ANTONIO**

Welcome to the City of San Antonio

Online Application

Welcome to the City of San Antonio Development Services Department's Online Permitting System. Use this system from the convenience of your home or office, 24 hours a day to:

- Submit and update information
- Pay fees
- Schedule inspections
- Track the status of your applications
- Print your final record

To get started you MUST:

- "Allow Pop-ups from This Site" - More information can be found at [Customer Portal](#)
- Accept the General Disclaimer below

General Disclaimer

All City of San Antonio web sites, including but not limited to the Development Services Department Customer Portal, www.sanantonio.gov, www.ci.sat.tx.us, www.sanantonio.gov/GIS, www.alamodome.com, www.sanantoniocvb.com, www.visitsanantonio.com, mysapl.org and sapl.sat.lib.tx.us are provided as a public service. PLEASE NOTE that users of these web sites are responsible for checking the accuracy, completeness, and timeliness of all information. The CITY OF SAN ANTONIO

☒ I have read and accepted the above terms.

[Continue Application »](#)

The Citizen Access Portal page displays (shown). Read through the General Disclaimer. Next, click the box to check it and accept the terms (#1 shown). Click Continue Application (#2 shown).

CITIZEN ACCESS for SAN ANTONIO

Welcome to the City of San Antonio

Online Application

Welcome to the City of San Antonio Development Services Department's Online Permitting System. Use this system from the convenience of your home or office, 24 hours a day to:

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☒ I have read and accepted the above terms.


1

Continue Application »

2

Read through the General Disclaimer. Click the box to accept terms.

System advances to Step 1. In Address section, type address of the garage sale and click Search. Parcel, Owner fields will populate. Click Continue Application.



CITIZEN ACCESS
for **SAN ANTONIO**

Welcome to the City of San Antonio

[Announcements](#) [Register for an Account](#) [Login](#)

[Create an Escrow Account](#) | [Amend Escrow Account\(s\)](#)

[Home](#) [Land Development](#)

[Search Applications](#) [Create an Application](#)

Residential - Garage Sale Application

1 Property Information

2 Application Information

3 Contact Information

4 Certificate Information

5 Document Information

6

7

8

Step 1: Property Information > Property

Physical Address is preferred if available.

* Indicates a required field.

Address

Street No.:
534

Street Name:
PATRICIA

Street Type:
--Select--

Unit/Suite:

Zip:
78218

Search

Clear

Parcel

* City Parcel Number:
244008

County Property ID:
522803

Legal Description:
NCS 13298 BLK 31 LOT 1

Parcel Area:
0

Land Value:

Bexar County Appraisal Address:
534 PATRICIA, SAN ANTONIO, TX 78218

Search

Clear

Owner

Owner Name:
PAZ JOSEPH M & CATHERINE

Address:
534 PATRICIA SAN ANTONIO, TX, US 78218-3588

Search

Clear

[Continue Application »](#)

Type the address of the Garage Sale and click Search. Parcel and Owner fields will populate.

[One Stop Zoning Map](#)

Link to One Stop Zoning Map.

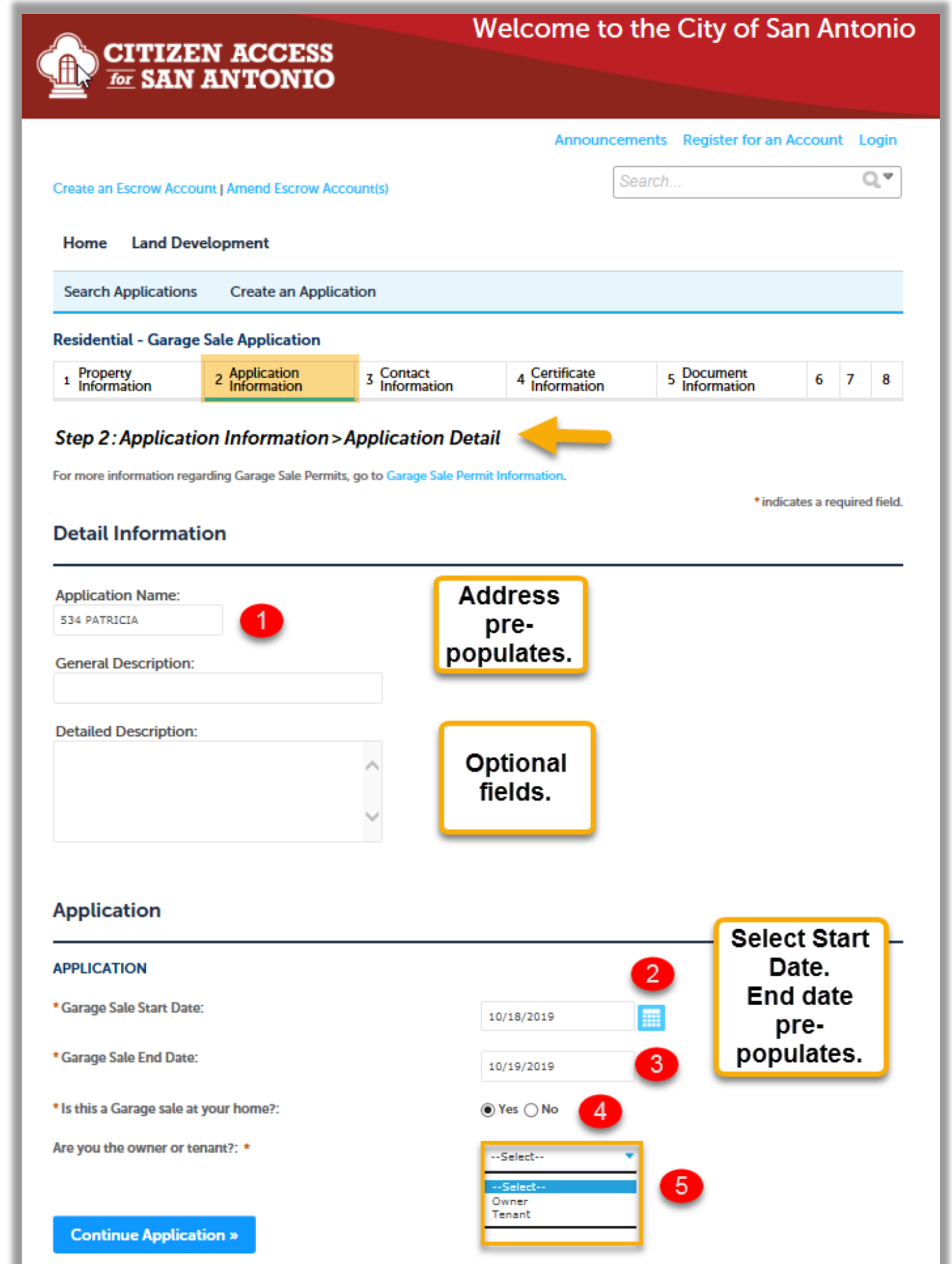
**System advances to Step 2.
Address pre-populates (#1 shown).**

**Use the calendar icon to
select Garage Sale start date
(#2 shown). End date pre-
populates.**

**Select Yes or No if the
Garage Sale is at your home
(#4 shown).**

**If Yes is selected, system
asks if you are Owner or
Tenant. Select by clicking on
your answer.**

Click Continue Application.



Welcome to the City of San Antonio

CITIZEN ACCESS
for SAN ANTONIO

Announcements Register for an Account Login

Create an Escrow Account | Amend Escrow Account(s) Search...

Home Land Development

Search Applications Create an Application

Residential - Garage Sale Application

1 Property Information 2 Application Information 3 Contact Information 4 Certificate Information 5 Document Information 6 7 8

Step 2: Application Information > Application Detail

For more information regarding Garage Sale Permits, go to [Garage Sale Permit Information](#).

* indicates a required field.

Detail Information

Application Name: 534 PATRICIA

General Description:

Detailed Description:

Address pre-populates.

Optional fields.

Application

APPLICATION

* Garage Sale Start Date: 10/18/2019

* Garage Sale End Date: 10/19/2019

* Is this a Garage sale at your home?: ☒ Yes ☐ No

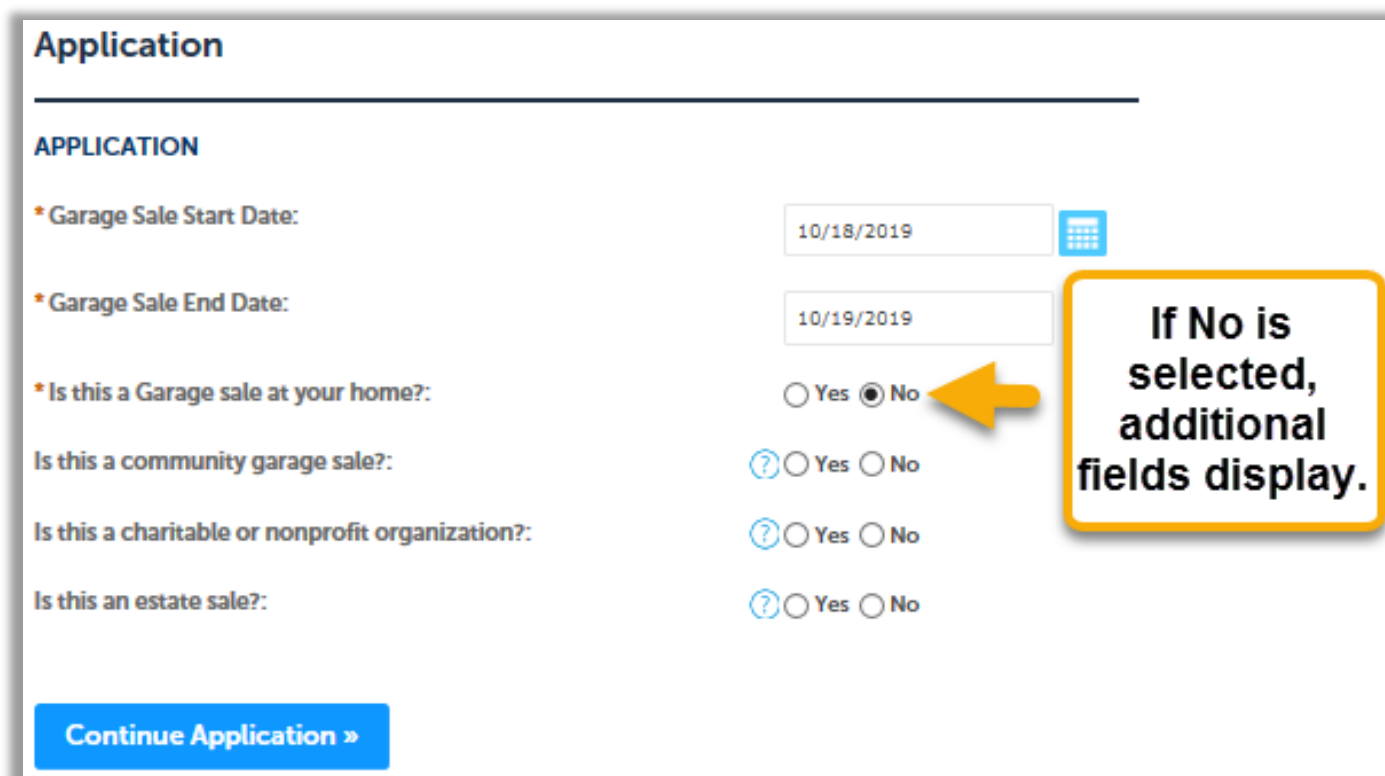
Are you the owner or tenant?: * --Select--

Continue Application »

Additional Information About Step 2

If No is selected to the question, additional fields display. Select one.

- ***Notes: A community is an apartment complex or HOA group. Garage sale must be held within a common area.***
- ***If a charitable or nonprofit organization is hosting the garage/yard sale, an authorized agent letter is required. This letter may be uploaded in Step 5 of the application process.***
- ***If the garage/yard sale is an Estate Sale a copy of the contract is required. The copy may be uploaded in Step 5 of the application process.***



The screenshot shows a web form titled "Application". Under the heading "APPLICATION", there are several questions:

- * Garage Sale Start Date: 10/18/2019
- * Garage Sale End Date: 10/19/2019
- * Is this a Garage sale at your home?: ☐ Yes ☒ No
- Is this a community garage sale?: ☐ Yes ☐ No
- Is this a charitable or nonprofit organization?: ☐ Yes ☐ No
- Is this an estate sale?: ☐ Yes ☐ No

A yellow callout box with a black border points to the "No" radio button for the question "Is this a Garage sale at your home?". The text inside the box says: "If No is selected, additional fields display." At the bottom of the form is a blue button labeled "Continue Application »".

**The system advances
to Step 3 Contact
Information for the
Applicant (shown).
Click Add New
(shown).**

The screenshot displays the 'CITIZEN ACCESS for SAN ANTONIO' website. The header includes the city logo and the text 'Welcome to the City of San Antonio'. Navigation links for 'Announcements', 'Register for an Account', and 'Login' are present. A search bar is located in the top right. Below the header, there are links for 'Create an Escrow Account' and 'Amend Escrow Account(s)'. The main navigation bar shows 'Home' and 'Land Development'. A secondary bar contains 'Search Applications' and 'Create an Application'. The 'Residential - Garage Sale Application' section features a progress bar with eight steps: 1. Property Information, 2. Application Information, 3. Contact Information (highlighted in yellow), 4. Certificate Information, 5. Document Information, 6, 7, and 8. Below the progress bar, the text 'Step 3: Contact Information > Applicant' is shown with a yellow arrow pointing to it. A note states '* indicates a required field.' The 'Applicant' section includes instructions: 'To add new contacts, click the Select from Account or Add New button. To edit a contact, click the Edit link.' At the bottom, there are two buttons: 'Add New' (highlighted with a yellow arrow) and 'Continue Application »'. A yellow callout box contains the text: 'At this step, click Add New to enter Applicant information.'

The Contact Information page displays (shown).

- **Complete all required fields (identifiable by a red asterisk (*)). Ensure the Email typed is an active email. Permits and receipt are emailed to the email address typed here.**

Click Add Contact Address (shown).

Contact Information

* First Name: Middle Name: * Last Name: Suffix:

Business Name:

* Primary Phone: Secondary Phone:

* E-mail:

Required fields are identifiable by a red asterisk (*).

▼ Contact Addresses

Required contact address type(s): Mailing

Showing 0-0 of 0

Address Type	Recipient	Address	Action
No records found.			

[Discard Changes](#)

**Click the drop-down
Address Type menu
and select Mailing
(shown).**

**Complete the Address
fields (shown).**

**The Contact Address
may be the same as
the yard/garage sale
address.**

**Click Save and Close
(shown).**

The screenshot shows a web form titled "Contact Information" with a sub-section "Contact Address Information". The form contains several fields: "Address Type" (a dropdown menu with "Mailing" selected), "Address Line 1" (text input with "1901 S Alamo"), "Address Line 2" (empty text input), "Address Line 3" (empty text input), "City" (text input with "San Antonio"), "State" (dropdown menu with "TX" selected), "ZIP Code" (text input with "78204"), and "Country/Region" (dropdown menu with "United States" selected). There is also a checkbox labeled "Primary". At the bottom are four buttons: "Save and Close" (highlighted in green), "Save and Add Another", "Clear", and "Discard Changes". Two yellow callout boxes with arrows provide instructions: one points to the "Address Type" dropdown with the text "Click the Address Type drop-down menu. Click to select Mailing.", and the other points to the "Primary" checkbox with the text "Click the Primary box to select the address as the Primary mailing address.".

Contact Information

Contact Address Information

Address Type:

Address Line 1:

Address Line 2:

Address Line 3:

City: State: ZIP Code:

Country/Region:

☐ Primary

Click the Address Type drop-down menu. Click to select Mailing.

Click the Primary box to select the address as the Primary mailing address.

Save and Close **Save and Add Another** **Clear** **Discard Changes**

BuildSA displays a green check mark and the message *Contact address added successfully (shown)*. The mailing address displays (shown). Click Continue.

Contact Information

* First Name:

Middle Name:

* Last Name:

Suffix:

Ermine

Ressell

Business Name:

* Primary Phone:

Secondary Phone:

210-599-6754

* E-mail:

eressell@gmail.com

Contact Addresses

Add Contact Address

Required contact address type(s):Mailing

✓ Contact address added successfully.

Showing 1-1 of 1

Address Type	Recipient	Address	Action
Mailing		1901 S Alamo	<div>Actions</div> <div><div>Edit</div><div>Remove</div><div>Set As Primary</div></div>


Continue

Clear

Discard Changes

Click the Actions drop-down menu arrow to display options for Contact Address.

**BuildSA advances to
Step 3: Contact
Information>Applicant.
Applicant contact
information displays.
Click Continue
Application.**

**CITIZEN ACCESS
for SAN ANTONIO**

Welcome to the City of San Antonio

[Announcements](#) [Register for an Account](#) [Login](#)


[Create an Escrow Account](#) | [Amend Escrow Account\(s\)](#)

[Home](#) [Land Development](#)

[Search Applications](#) [Create an Application](#)

Residential - Garage Sale Application

1 Property Information	2 Application Information	3 Contact Information	4 Certificate Information	5 Document Information	6	7	8
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Step 3: Contact Information > Applicant 

Applicant

To add new contacts, click the Select from Account or Add New button. To edit a contact, click the Edit link.

✓

Contact added successfully.

Ermine Ressel
eressel@gmail.com
Primary Phone:210-599-6754
Secondary Phone:
Fax:
[View](#) [Remove](#)

▼ Contact Addresses

Add Contact Address

Required contact address type(s):Mailing


Showing 1-1 of 1

Address Type	Recipient	Address	Action
Mailing		1901 S Alamo	Actions ▼

Continue Application »

**BuildSA advances
to Step 4:
Certificate
Information >
Authorizations
(shown).
Read through the
certifications and
click each box to
authorize.
Click Continue
Application.**

Welcome to the City of San Antonio

 **CITIZEN ACCESS
for
SAN ANTONIO**

[Announcements](#) [Register for an Account](#) [Login](#)

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Residential - Garage Sale Application

1	2 Application Information	3 Contact Information	4 Certificate Information	5 Document Information	6 Review	7	8
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Step 4: Certificate Information > Authorizations

Additional sign permits may be purchased from the Development Services Department at 1901 S. Alamo St. for a \$50 registration fee plus \$5 per sign permit decal.

* indicates a required field.

Certifications

CERTIFICATIONS

If this is a residential garage sale, I certify I am the home owner or tenant: *

As part of this garage sale application process, I authorize Code Enforcement Services to enter the property to inspect garage sale related issues and/or items during the dates of the garage sale: *

I acknowledge that this garage sale permit is valid only for the dates (no more than two (2) consecutive days per City ordinance Ord. No. 2006-09-21-1122 and the address listed on the permit. Any changes to sale dates, location, or operator require a new application and permit: *

I understand that this garage sale permit must be visible from the street or sidewalk or available for Code Enforcement Services upon request; and that items for sale may not be closer than five (5) feet to the front or side lot lines of the property: *

I understand that the sale of food requires a separate permit from the Metropolitan Health District. Furthermore, I understand that I may not sell Glue, Aerosol Paints, Guns, Ammunition, or Live Animals: *

☒
☒
☒
☒
☒

All certifications must be read and boxes checked before proceeding.

[Continue Application »](#)

System advances to
Step 5: Document
Information.

Depending whether
the garage sale is for
a charitable or non-
profit organization or
if an estate sale,
documentation is
required.

Example shown here
displays a system
generated message
for a required
document.

[Announcements](#) [Register for an Account](#) [Login](#)

[Create an Escrow Account](#) | [Amend Escrow Account\(s\)](#)

[Home](#) [Land Development](#)

[Search Applications](#) [Create an Application](#)

✕

Following documents need to be uploaded:
'Proof of Authorization Letter for Non-Profit Naming Authorized Agent'

Residential - Garage Sale Application

1

2

3

Contact Information

4

Certificate Information

5

Document Information

6

Review

7

Validate Fees

8

Step 5: Document Information > Documents

* indicates a required field.

Attachment

To upload a new document click Add.

The maximum file size allowed is 80 MB

html;htm;mht;mhtml are disallowed file types to upload.

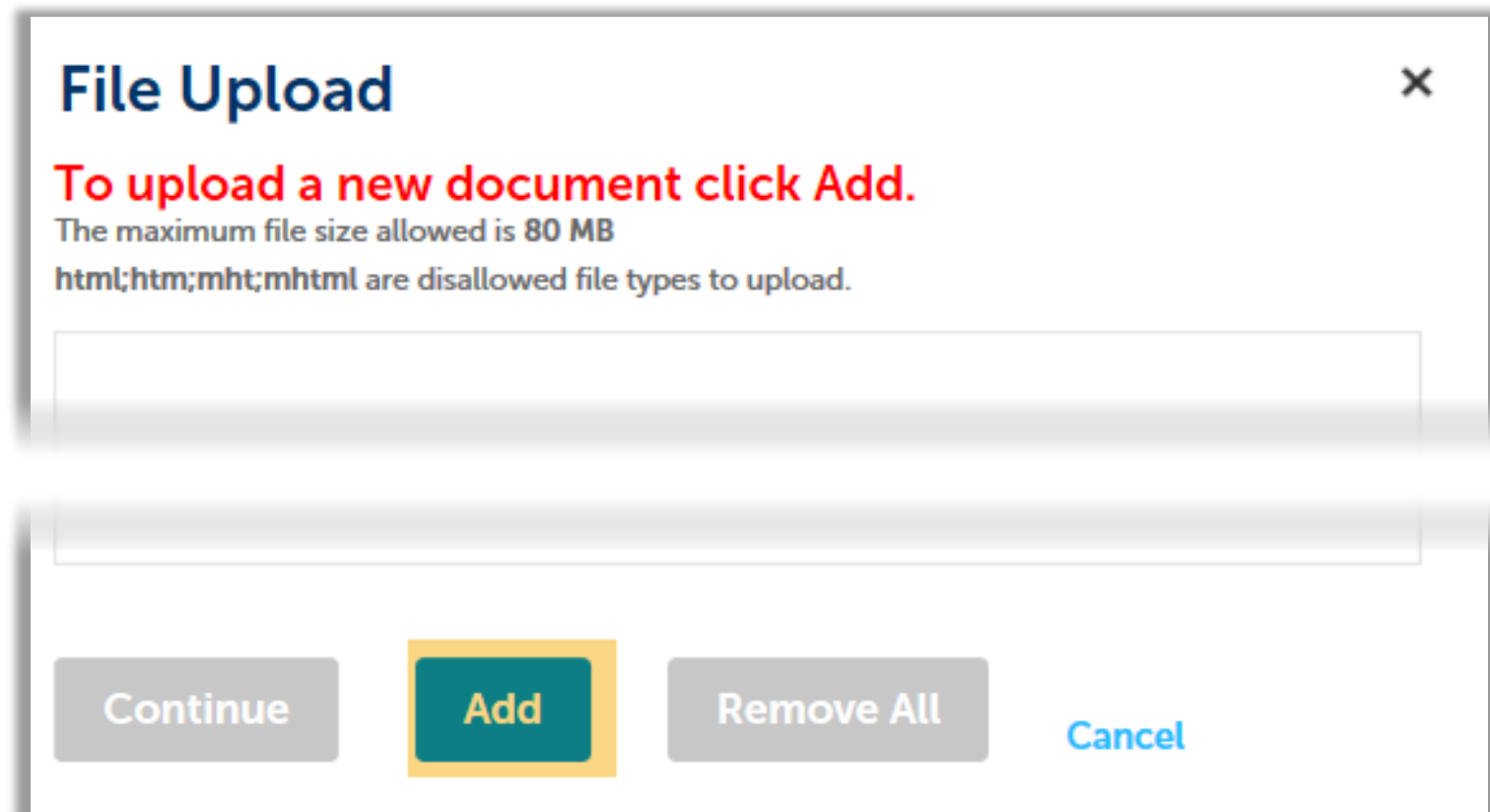
Name	Type	Size	Latest Update	Action
No records found.				

Add

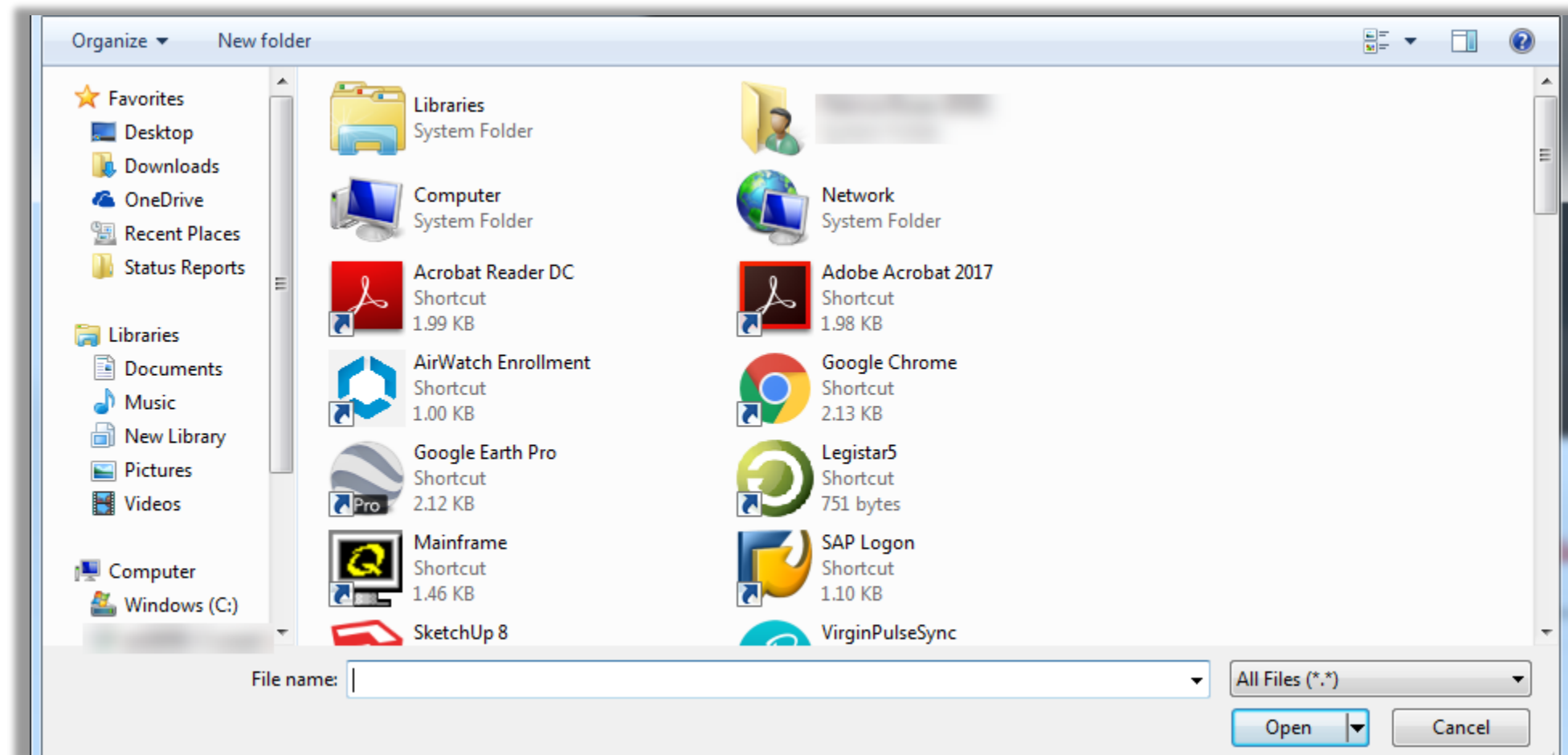
Click Add to upload documents.

Continue Application »

The File Upload page displays. Click Add.



The internet browser window displays (shown). Locate the document. Double-click the document to select and upload.



Attachment

To upload a new document click Add.

The maximum file size allowed is 80 MB

html;htm;mht;mhtml are disallowed file types to upload.

Name	Type	Size	Latest Update	Action
No records found.				

*Type:

--Select--
Contract for Estate Sales
Other Document
Proof of Authorization Letter for Non-Profit Naming Authorized Agent
Receipts

1

To remove document, click the Remove link.

Remove

Chrysanthemum.jpg

100%

Description:

2

Save

Add

Remove All

Click Save to upload file.

Continue Application »

3

Click the Type drop-down menu (#1 shown). Next, click to select the type of document (#1 shown). Description box is an optional text field. Click Save (#2 shown). Click Continue Application (#3 shown).

Announcements Register for an Account Login

Create an Escrow Account | Amend Escrow Account(s)

Search...

Home Land Development

Search Applications Create an Application

✓

The attachment(s) has/have been successfully uploaded.
It may take a few minutes before changes are reflected.

Residential - Garage Sale Application

1

2

3 Contact Information

4 Certificate Information

5 Document Information

6 Review

7 Validate Fees

8

Step 5: Document Information > Documents

* indicates a required field.

Attachment

To upload a new document click Add.
The maximum file size allowed is 80 MB
html;htm;mht;mhtml are disallowed file types to upload.

Name	Type	Size	Latest Update	Action
Chrysanthemum.jpg	Proof of Authorization Letter for Non-Profit Naming Authorized Agent	858.78 KB	09/25/2019	<div>Actions View Details</div>

Click the document name link to open document. Click the Add link to upload another document.

Add

Continue Application »

Click Actions drop-down menu arrow to display View Details link.

Green banner displays across screen to announce document is uploaded successfully (shown). Documents display in Attachment section (shown). Click Continue Application.

**System advances to Step 6:
Review. Click the
corresponding Edit link for
a section (ex: Address,
Parcel, etc.) to view details
(#1 shown).**

**Read the Oath statement at
the bottom of the page (#2
shown).**

**Click the box to the left of
the statement to certify (#
3 shown).**


Click Continue Application.

The screenshot displays the 'CITIZEN ACCESS for SAN ANTONIO' website. At the top, a red banner reads 'Welcome to the City of San Antonio'. Navigation links include 'Announcements', 'Register for an Account', and 'Login'. A search bar is present with the text 'Search...'. Below the banner, a breadcrumb trail shows 'Home' and 'Land Development'. A secondary navigation bar contains 'Search Applications' and 'Create an Application'. The main content area is titled 'Residential - Garage Sale Application' and features a progress bar with steps 1 through 8. Step 6, 'Review', is highlighted in yellow. A yellow arrow points to the 'Step 6: Review' label. Below the progress bar, a blue button labeled 'Continue Application »' is visible. A message states: 'Please review all information below. Click the "Edit" buttons to make changes to sections or "Continue Application" to move on.' The 'Record Type' section lists various application fields: 'Address', 'Parcel', 'Owner', 'Detail Information', 'Application', 'Applicant', 'Certifications', and 'Attachment'. Each field has an 'Edit' button to its right. A red circle with the number '1' is placed next to the 'Edit' button for the 'Address' field. Below the list, an 'OATH' statement is provided, followed by a 'CERTIFICATION' section. A red circle with the number '2' is placed next to the certification text. At the bottom, a checkbox is labeled 'By checking this box, I agree to the above certification.' A red circle with the number '3' is placed next to this checkbox. A blue button labeled 'Continue Application »' is at the bottom right. The date 'Date: 09/25/2019' is displayed in the bottom right corner.

1

2

3

 **CITIZEN ACCESS
for SAN ANTONIO**

Welcome to the City of San Antonio

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Residential - Garage Sale Application

1	2	3	4 Certificate Information	5 Document Information	6 Review	7 Validate Fees	8 Record Issuance
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Step 7: Validate Fees ←

Application Fees

Fees	Qty.	Amount
Garage Sale Fee	1	\$16.00

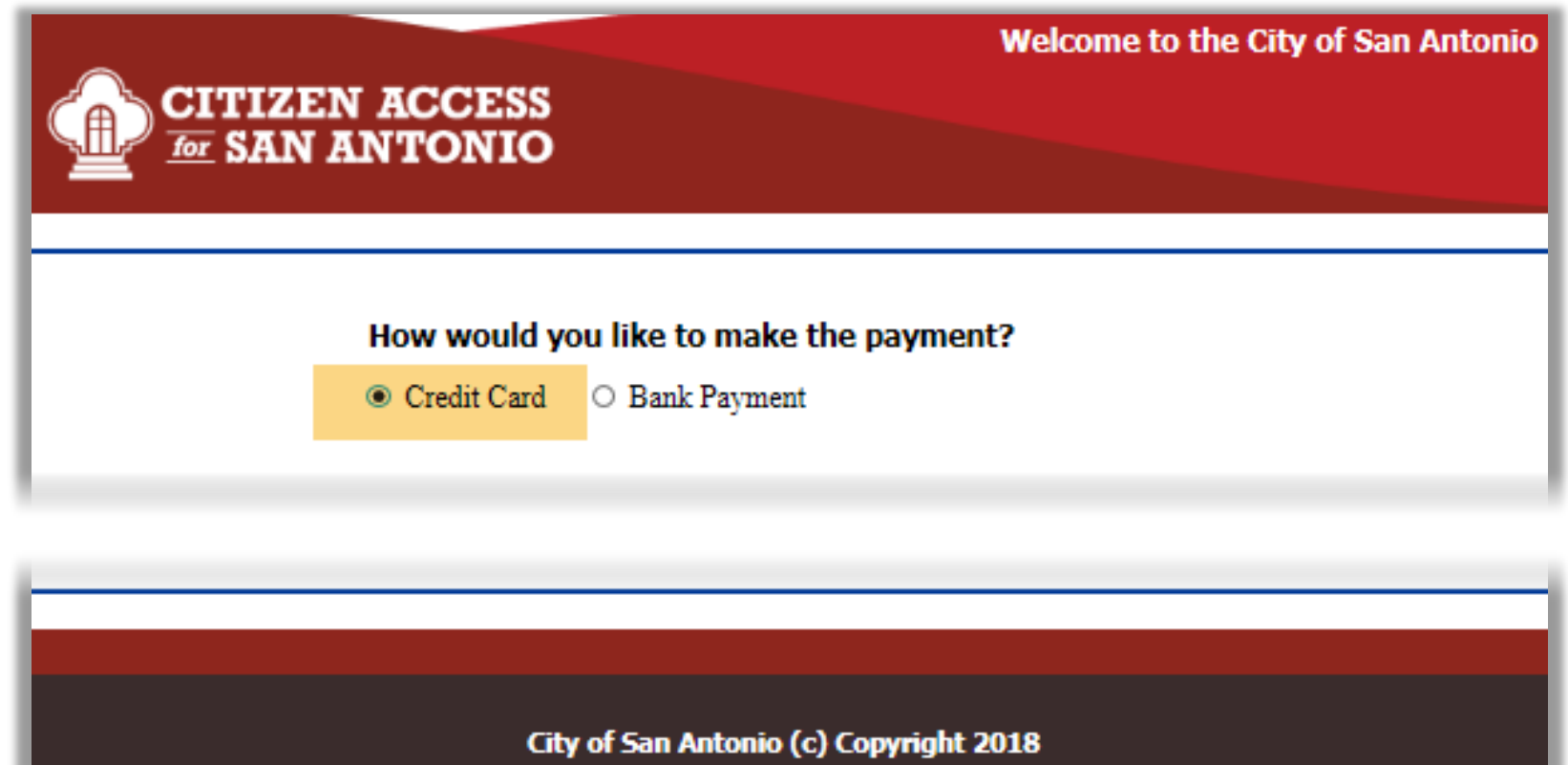
TOTAL FEES: \$16.00

[Continue Application »](#)

System advances to Step 7: Validate Fees. Payment can be made by credit card, echeck or escrow account. To pay, click Continue Application.

Select payment method
by clicking the circle to
the left (example
shown credit card).

The Payment Amount
displays. Click Continue
Payment.



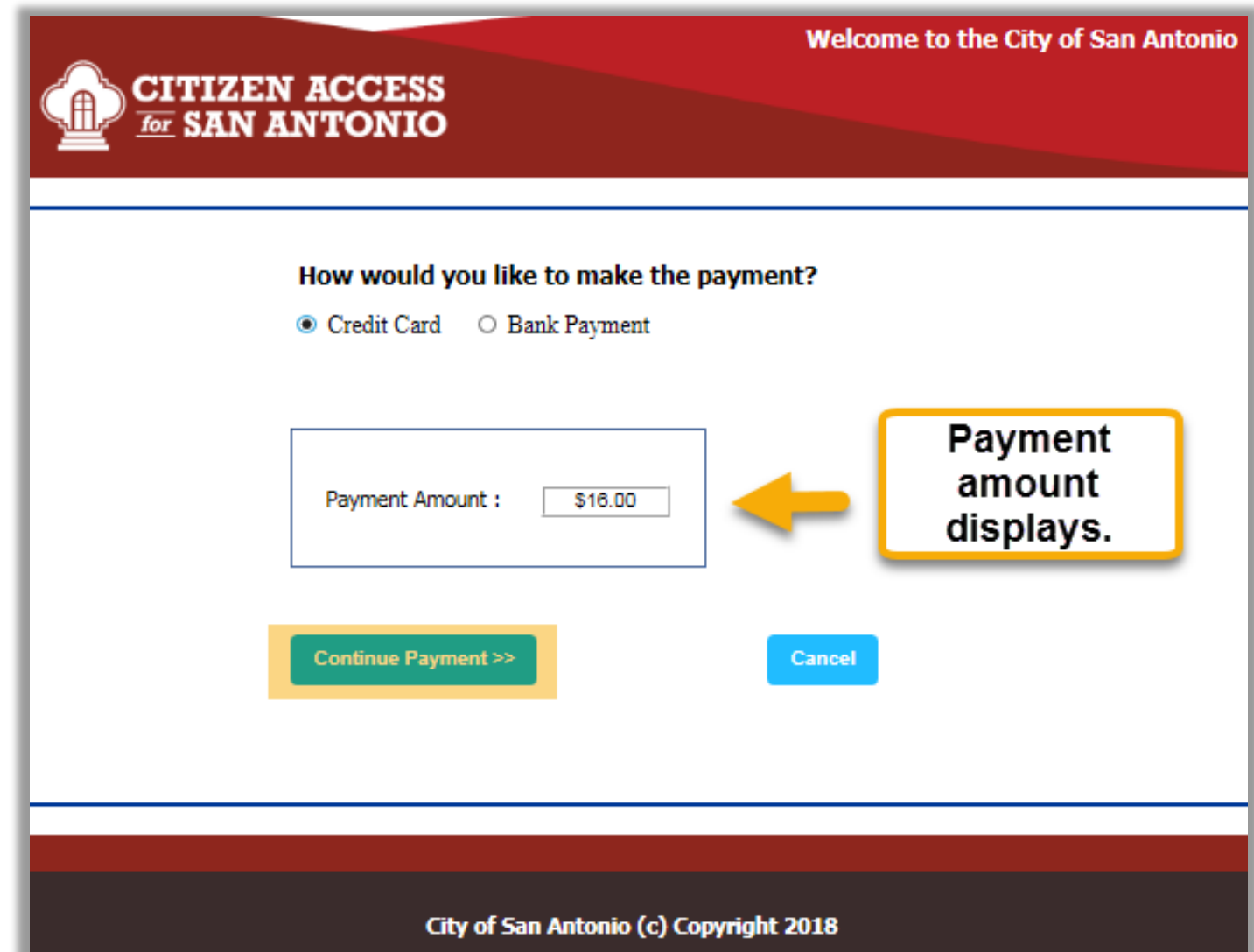
Welcome to the City of San Antonio

CITIZEN ACCESS
for SAN ANTONIO

How would you like to make the payment?

☒ Credit Card ☐ Bank Payment

City of San Antonio (c) Copyright 2018



Welcome to the City of San Antonio

CITIZEN ACCESS
for SAN ANTONIO

How would you like to make the payment?

☒ Credit Card ☐ Bank Payment

Payment Amount : \$16.00

Payment amount displays.

Continue Payment >> Cancel

City of San Antonio (c) Copyright 2018

Use drop-down menu to select credit card type.
Type card number.
Use drop-down menu to select expiration month and date (#1 shown).
Click Make Payment (#2 shown).

The screenshot displays the 'CITY OF SAN ANTONIO' logo and 'Online Invoice Payments' header. A 'Help' link is in the top right. The main form is titled 'Payment from credit card' and includes a radio button. Below this, there are three input fields: 'Card Type' (a dropdown menu showing 'Master Card'), 'Card Number' (a text box with '555555555554444'), and 'Expiry Date' (two dropdown menus showing '04' and '2024'). A red circle with the number '1' is placed to the right of these fields. Below the form, a message states: 'After clicking Make Payment, please do not refresh the page or press the back button on your internet browser.' To the right of this message, the 'SubTotal' is '\$16.00' and the 'Total' is '\$16.00'. A 'Make Payment' button is located below the totals, with a red circle containing the number '2' next to it. The footer contains the copyright notice 'Copyright © 2000 - 2019 City of San Antonio'.

Note: City of San Antonio does not keep or store credit card information.

System advances to Step 7: Record Issuance.

Permit and receipt are systematically emailed to the email provided.

A green banner displays when the Garage Sale application is completed successfully (shown).

Rainchecks, reschedules and withdrawals are not available online. Please contact the DSD Call Center (210) 207-1111, email [Call Center email](#)

The screenshot shows the 'CITIZEN ACCESS for SAN ANTONIO' website. At the top, a red banner says 'Welcome to the City of San Antonio'. Below this, there are links for 'Announcements', 'Register for an Account', and 'Login'. A search bar is also present. The main navigation bar includes 'Home' and 'Land Development'. Under 'Land Development', there are links for 'Search Applications' and 'Create an Application'. The 'Residential - Garage Sale Application' section shows a progress bar with steps 1 through 7. Step 7, 'Record Issuance', is highlighted in yellow. A green banner with a checkmark icon and the text 'Your application has been successfully submitted. Please print your record and retain a copy for your records.' is displayed. Below this, a yellow box contains the text 'Thank you for using our online services. Your Record ID is BLDG-GS-APP-13700141.' A blue box below that says 'You will need this Record ID to check the status of your application or to schedule/check results of inspections. Please print a copy of your record for your files.' The bottom section provides contact information for the City of San Antonio Development Services Department, including the address, phone number, and hours. A blue button labeled 'View Record Details »' is at the bottom left. A yellow box on the right side of the page contains the text 'Permit and receipt are systematically emailed to the email provided on the application.'

WELCOME TO THE CITY OF SAN ANTONIO

Announcements Register for an Account Login

Create an Escrow Account | Amend Escrow Account(s) Search...

Home Land Development

Search Applications Create an Application

Residential - Garage Sale Application

1 2 3 4 5 6 Review 7 Record Issuance

✓ Your application has been successfully submitted.
Please print your record and retain a copy for your records.

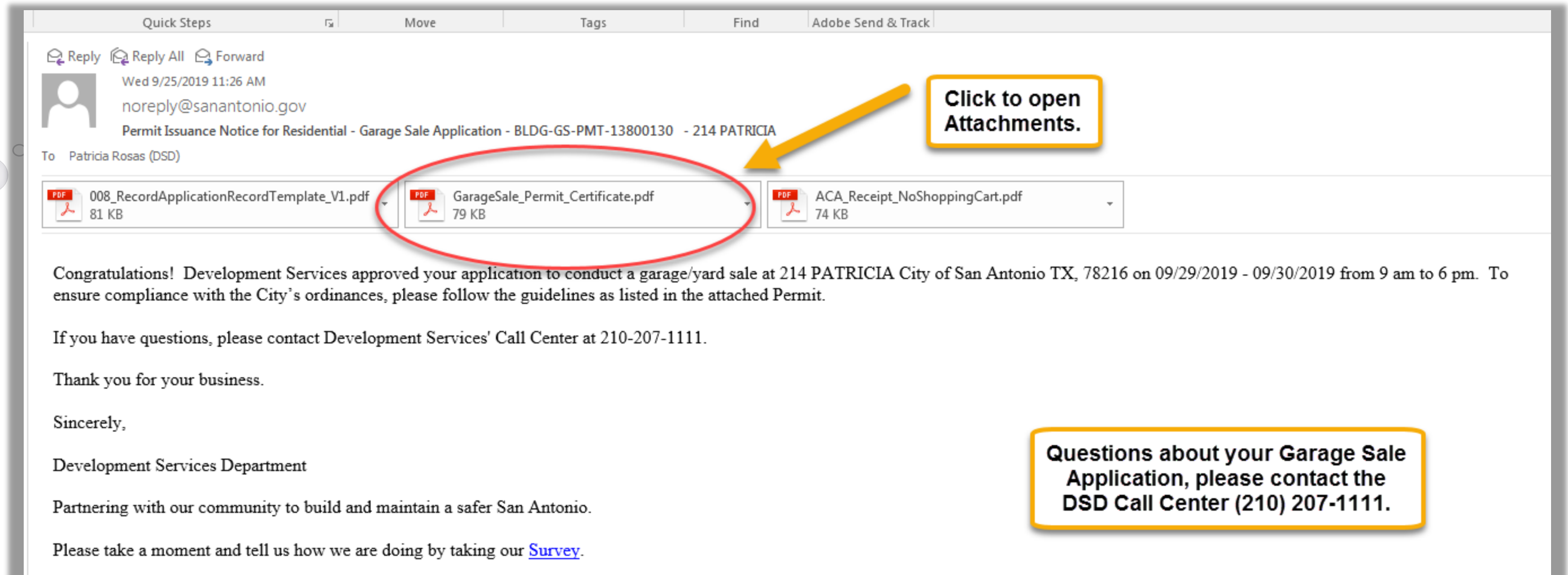
Thank you for using our online services.
Your Record ID is BLDG-GS-APP-13700141.

You will need this Record ID to check the status of your application or to schedule/check results of inspections. Please print a copy of your record for your files.

Your application has been submitted for review by the City of San Antonio Development Services Department.
You may contact the Development Services Department at their offices or by phone.
Cliff Morton Development and Business Services Center
1901 South Alamo Street
San Antonio, TX 78204
Phone: 210.207.1111
Hours: 7:45 am - 4:30 pm (Mon - Fri)
Closed on City Holidays

View Record Details »

Permit and receipt are systematically emailed to the email provided on the application.



Garage Sale Permits and receipt are systematically emailed to the email provided when creating the application.

Additional information is also available by calling (210) 207-1111 or emailing callcenter@sanantonio.gov.

Permits are also available in-person at the City of San Antonio Development Services Department, 1901 S. Alamo Street, San Antonio, TX 78204.

- **Garage Sale Permits must be obtained when property is within the San Antonio City limits for any renter or owner; community; estate sale; or non-profit organization to conduct a garage/yard sale on a given property.**
- **The permit must be obtained before the date of the garage sale. The Renter/Owner, Estate Sale Contractor Representative are allowed one garage sale per quarter.**
- **If the fourth garage sale permit is within a one calendar year time line, the permit is free to the Renter/Owner, Estate Sale Contractor Representative and Communities. Non-Profit Organizations are allowed one permit per month.**

➤ **If inclement weather unreasonably hinders the operation of the garage sale during the date of the permit, a replacement permit (raincheck) may be requested within one week from the initial permit date and Garage Sale must be held within 30 days. This can only be done once a year.**

➤ **Rainchecks and Reschedules are not available for customers online.**

Rainchecks and Reschedules shall only be performed by Development Services Department (DSD) staff. Please contact the DSD Call Center Staff (210-207-1111).

- ***Customers who purchased a garage sale permit from HEB may call the DSD Call Center (210-207-1111) for information or visit Development Services Department, 1901 S. Alamo, San Antonio, TX 78204.***

- **An applicant is allowed to reschedule a permit once a calendar year for a given address/parcel. Contact the DSD Call Center for information (210-207-1111).**
- **Garage Sale Permit fees are non-refundable.**
- **Garage Sale Permit(s) are non-renewable.**
- **Only one Garage Sale per quarter per address/parcel. Quarters are Jan-Mar; April-Jun; July-Sept; Oct-Dec.**
 - **One Rain Check allowed per calendar year.**
- **If the Permit is Withdrawn, the count is reset back to the previous count for that month or quarter for the total amount toward the free permit.**

Garage Sale Tutorial

**This concludes the Garage Sale Permit tutorial.
Please contact DSD Call Center with any
questions, (210) 207-1111, M-F, 7:45am-4:30pm.**

